Cashmaster
INTERNATIONAL

sigma
170

Cashmaster Sigma 170

User Manual

www.cashmaster.com

Cashmaster Sigma 170

User Manual

Thank you for choosing the Cashmaster Sigma 170 money counter. The Sigma 170 is an invaluable, easy to use, and highly accurate money counting device. The Sigma 170 is designed to manage your cash intelligently, with accuracy and efficiency. With the Sigma 170 you will speed up cash counting and reconciliation up to six times faster than by hand.

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Faster, Accurate and Even More Intelligent

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Introduction

Introduction

The Cashmaster Sigma 170 is an electronic weighing device which calculates the value of coins and bills. The Cashmaster Sigma 170 supports your domestic currency: bills and coins. The intuitive user friendly interface guides you through the cash counting process. The Cashmaster Sigma 170 is programmed to count the contents of a typical cash register:

· Bills (loose, bundled, cllipped)
· Coins (loose, rolled)

Using the Cashmaster you will notice some changes in the way you work:

· Reduced paperwork
· Streamlined working methods making the business more competitive
· More time to concentrate on Key Tasks

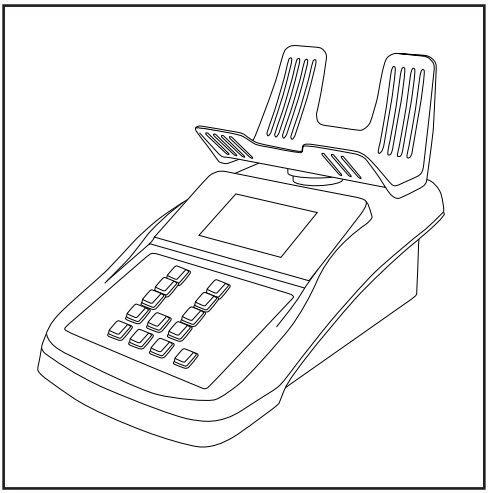
Guidelines

1. Place the Sigma 170 on a firm, even surface, away from draughts and vibrations.
2. Insert the Tray, pushing down **VERY** firmly into position until it clicks.
3. Ensure area around the tray is kept clear.
4. The coin scoop should **NOT** be placed on the device before switching on.
5. Plug in the AC adaptor and switch on at the mains.
6. The device is not a counterfeit detector and hence will not detect counterfeit money.
7. Weights may vary from the initial factory setting. It may be necessary to carry out some initial bill 'learning' in order to quickly adjust the machine to your local conditions.
8. Ensure money is sorted by denomination before counting. Mixed denominations cannot be counted.
9. Do not subject the device to strong impact or shock load by any means.
10. Ensure that money is placed onto the equipment with reasonable care.

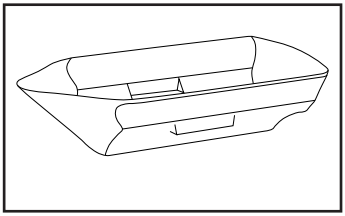
Box Items & Guidelines

Cashmaster INTERNATIONAL

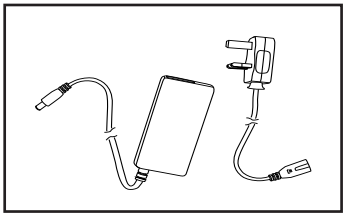
Cashmaster Sigma 170



Scoop



AC Adapter



Maintenance

Ensure power is switched off during cleaning.
Clean machine with dry cloth only. *Do not use cleaning products or damp material.*
Do not spill any liquids on device. If liquid is spilled on device, disconnect the power cable and contact your supplier.
Do not leave any objects on the Cashmaster or tray when not in use.

Charging

Charging takes approximately 3 hours.
Only use the device with the factory supplied power adapter.
When the LED is red this indicates that the battery is fast-charging.
When the LED is green the battery is fully charged.
When the LED is flashing the battery is very low and the unit is on slow charge.
If the LED continous to flash for more than 3 hours the battery may have a fault
(in event of this, switch off the power at the mains and contact customer support).

Warning

Do not use a damaged or wet power adapter.
Do not connect power adapter with wet hands.
Do not place weights over 1.5kg on the device.
Do not disassemble the device, sensitive elements in the scale may be affected and this will affect your warranty.

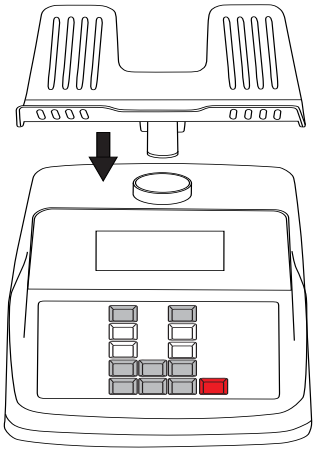
If any of the above are missing please contact Customer support (toll free) on:
1 - 877 - CASHMAS

Guidelines

Unpacking

1. Unpack your Cashmaster machine and check that you have a Cashmaster scale, a tray and a power adapter.
2. Fit the tray into the top of the Cashmaster scale. Push down **very firmly** until it clicks into place.
   (To remove the tray, hold Cashmaster machine firmly and twist the tray until it clicks, then lift the tray from the base)
3. Plug the power adapter into the socket at the back of the Cashmaster scale.
4. Place the Cashmaster scale on a firm even surface.
5. Ensure the tray is empty (the coin scoop/till cup should NOT be placed on the tray before switching on).
6. Plug the power adapter into the power source.
7. The Cashmaster can now be operated from mains power or from battery. When the battery is low the display will show "low battery, recharge now".

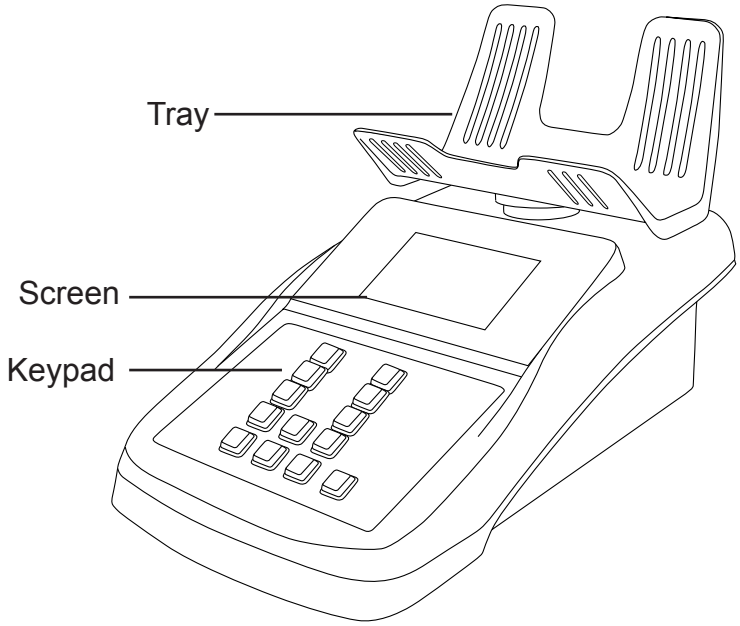
Push down
VERY FIRMLY
until you hear
a click



To fully charge the battery, plug the Cashmaster machine into the mains. The LED on the front will show GREEN (for one second) then RED.

(A RED LED indicates that the battery is charging. The charging process can take up to three hours. A GREEN LED indicates that the battery is fully charged and the unit is connected to the external power supply. If the LED continous to flash for more than 3 hours the battery may have a fault *(in event of this, switch off the power at the mains and contact customer support).* No colour indicates that the unit is running on its internal battery.)

Cashmaster Sigma 170



The Cashmaster Sigma 170 shown above is the device you are going to use. There are three main component parts:

- the keypad
- the screen
- the tray

The Cashmaster is robust, and will stand up to all normal Cash Office activities. Treat it with sensible care.

Keys and Display

The Keypad

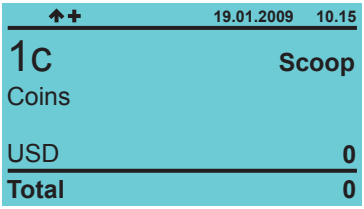
To keep counting as easy as possible, the number and layout of the keys on the key-pad has been kept simple.

The ‘keys’ are ‘full motion’ similar to those on home computers. They have their functions printed on them. They are designed to resist spills and increase durability.

The Screen

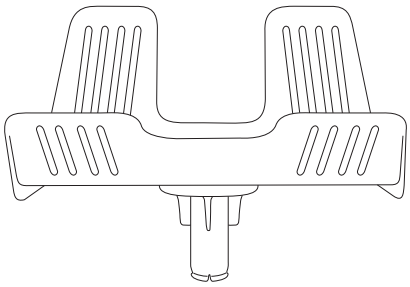
This is where you will see:

- displays of the amounts counted
- messages related to Cashmaster functions



The Tray

The tray is designed to hold scoops, till cups, rolled coins, loose bills and banded bills. To insert, place the tray on the Cashmaster and **push down very frmly**, until your hear a click.



Cashmaster Key Identification

The **ON/OFF** key. Press once to switch machine on. Press and hold down to switch machine off.

The **STRAPPED BILL** key. Push to select strapped bills and to toggle between loose/ bundled/ clipped bills.

The **ROLLED COIN** key. Push to select rolled/loose coins.

UP and DOWN arrow keys. There are two sets of these keys, one set to toggle between bill denominations and another set to toggle between coin denominations.

The **PLUS** key. Used to add amounts to the total.

The **MINUS** key. Used to subtract the last value added from the total.

The **PRINT** key. Press once for a print out of the totals.

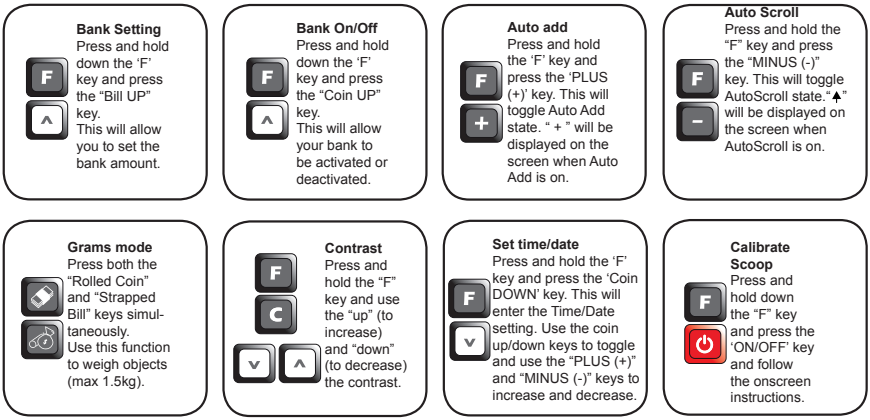
The **FUNCTION** key. In combination with other keys is used to control various settings.

The **CE** (CLEAR ENTRY) key. Push once to clear sub totals.

The **C** (CLEAR) key. Press and hold wait momentarily and press again to clear the total.

Fast Keys

Fast key functions are controls that allow you to quickly access settings within the Cashmaster. More information is available on further pages.
To perform the fast key functions press both keys simultaneously.


Bank Setting
Press and hold down the 'F' key and press the "Bill UP" key.
This will allow you to set the bank amount.
Bank On/Off
Press and hold down the 'F' key and press the "Coin UP" key.
This will allow your bank to be activated or deactivated.
Auto add
Press and hold the 'F' key and press the 'PLUS (+)' key. This will toggle Auto Add state. " + " will be displayed on the screen when Auto Add is on.
Auto Scroll
Press and hold the "F" key and press the "MINUS (-)" key. This will toggle AutoScroll state." ▲" will be displayed on the screen when AutoScroll is on.
Grams mode
Press both the "Rolled Coin" and "Strapped Bill" keys simultaneously.
Use this function to weigh objects (max 1.5kg).
Contrast
Press and hold the "F" key and use the "up" (to increase) and "down" (to decrease) the contrast.
Set time/date
Press and hold the 'F' key and press the 'Coin DOWN' key. This will enter the Time/Date setting. Use the coin up/down keys to toggle and use the "PLUS (+)" and "MINUS (-)" keys to increase and decrease.
Calibrate Scoop
Press and hold down the "F" key and press the 'ON/OFF' key and follow the onscreen instructions.

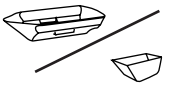
Getting Started

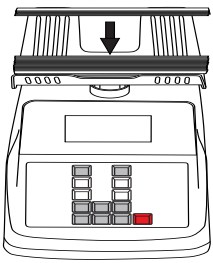
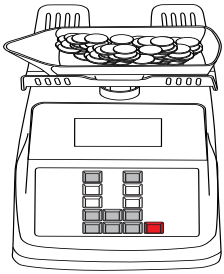
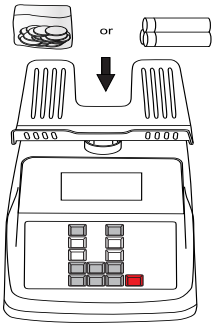
What you can count

BillS

	Loose - for counting loose bills. Loose bills are counted by placing up to 30 bills at any one time. Continue to add bills of the same denomination in quantities of up to 30, until all bills from the selected denomination have been counted.
	Bundles - for counting strapped bills that have been packed in a bundle.
	Clipped - for counting strapped bills that have been packed in a clip.

COINS

	Rolls - for counting and checking rolls of coins.
	**Scoop or other container** - for counting loose coins that are on a scoop or other calibrated container.

Bill Counting	Coin Counting	Roll Counting
		

Switching On

Press

When the Cashmaster is initially switched on, the display will show the following **"Place Empty Scoop On Scale"**.

You must now place the scoop provided on top of the tray. This container is now ready to use with the machine. (Please bill the scoop must only be used for counting coins).

You are now in count mode.

To recalibrate the scoop at any time (ensure the tray is empty):

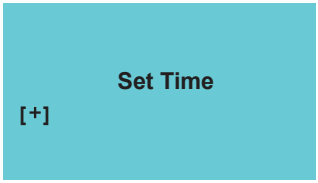
Press *and* *, and follow the on screen prompt.*

Getting Started

Setting the time and date

The clock facility on the Cashmaster must be set as follows when you receive the machine. From count screen:

1. Press and hold the F key and press the coin v key.



2. Press the + key to view the time set.

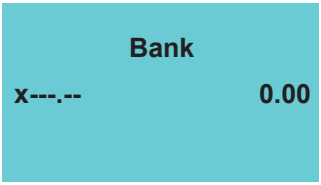
3. Use the coin ^ v to select hours or minutes

4. Then use the − or + key to increase and decrease.

5. To set the date press then ^ , and repeat as above,
(alternatively press F to return to normal operation.)

Setting Bank Mode

Press F and bill ^ to enter bank setting. The screen will then show:



Use ^ or v to select value position, and use – or + to enter the bank value.

Press ⌫ when finished to set bank value.

Switching Bank Mode On/Off

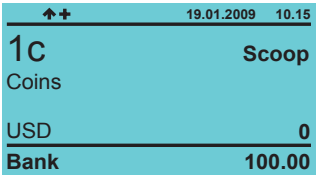
Once you have stored your default bank amount in memory, you can switch the bank mode on/off as required.

Press F and then coin ^ to toggle bank mode on/off.

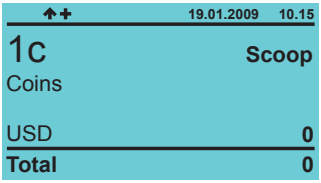
The display will show the current bank amount stored and you may begin counting in bank mode.

The bank function can be switched on/off at any time.

Indicates bank is on →



Indicates bank is off →



Getting Started

Switching Auto-Add on/off

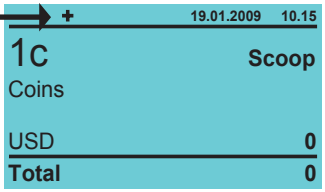
Auto add is a feature that allows the Cashmaster to automatically add the value of any bill/coin amount (that is placed on the tray) to the total amount.

If **Auto-Add is on**, the value displayed **will** automatically be added to the totals whenever the cash is placed on the tray.

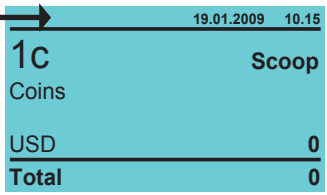
If **Auto-Add is off**, the value displayed **will not** be automatically added to the totals, you must press while the value is being displayed and the cash still on the tray, to add the value to the totals.

Your device may already have Auto Add set to on/off as default. See below

Indicates auto-add is on



Indicates auto-add is off



To switch **Auto-Add on/off** press and simultaneously.

Switching Scroll on/off

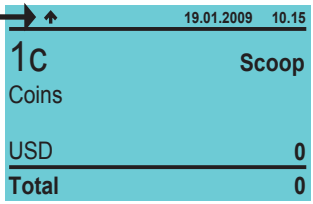
Auto Scroll feature allows the cashmaster to automatically scroll up to the next denomination when the value has been added to the total and the money is removed from the tray.

If **Auto-Scroll is on**, once cash is removed from the tray the denomination will automatically be advanced.

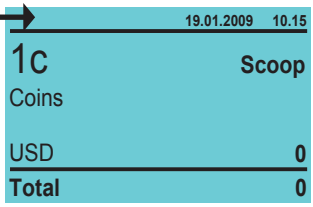
If **Auto-Scroll is off**, the value displayed will not automatically advance denomination, you must manually select the next denomination required using the keys.

Your device may already have Auto scroll set to on/off as default. See below

Indicates auto-scroll is on



Indicates auto-scroll is off

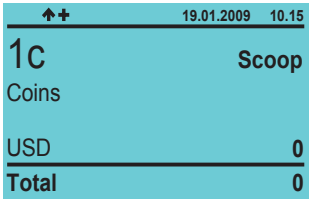


To switch **auto-scroll on/off** press and simultaneously.

Counting

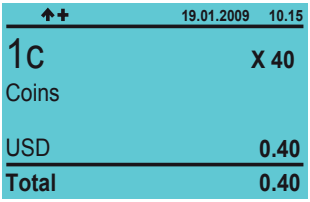
Counting loose coin

Press the coin key until the following is displayed.



Use the coin keys to select the correct denomination for counting.

Place the scoop/ till cup of the selected coins on the tray; the Cashmaster will beep and the display will show the value of the coin and the number of coins in the scoop/ till cup:



If **Auto Add is on**, The Cashmaster will automatically update the totals, and beep to confirm the add. Remove the cup from the tray and advance to the next denomination in the sequence.

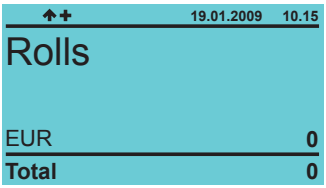
If **Auto Add is off**, leave cup on the tray and press to add to the total,

the Cashmaster will beep to confirm the value has been added to totals. Remove the cup from the tray and advance to the next denomination in the sequence.

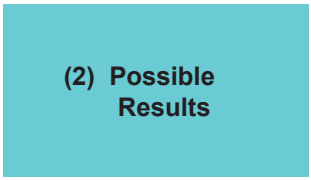
Note: If bank mode is on, the decreasing bank amount will be displayed at the bottom of the screen; once the bank amount has been reached your Cashmaster will signal with a double beep, the screen will show the total amount for the day; the bank value has already been taken into account.

Rolled Coin

Press the key until the following is displayed.



Place a roll of coins on the tray. If the roll is full the Cashmaster recognises the weight then the denomination, together with the value, is shown on the display. *For typical Roll quantities see page 23.*
For certain denominations of rolls the display will show:



You are required to select the denomination of the roll which is on the Cashmaster using the coin or . Press the key to accept the value.

If the machine does not recognise the weight as a full roll the following will be displayed.

then

Using the coin and keys, select the actual coin denomination and the machine will then display the value together with the number of coins in the roll.

Press the key to accept the value and add to the grand total.

To exit this mode press the key.

Counting

Learning - Bills Only

Ensure that the display indicates bill counting mode. Press bill *to select loose bill mode.*

All Cashmaster machines are calibrated at the factory to the average bill weights of all UK currency. As bill weights vary slightly depending on age and usage, the following should be completed on receipt of your new machine.

*(**Please ensure Auto Add/Scroll has been switched off** before beginnning "Learning" see page 12 and 13.)*

1. Press bill or until you reach the bill denomination required.

2. Place 8 -10 bills of the chosen denomination on the tray.

3. When the Cashmaster beeps add some more bills.

4. Remove all bills from the tray.

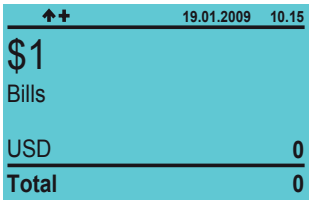
5. Repeat steps 2 - 4 several times each time increasing the number you apply in one slice. After repeating a few times you will be able to apply 25 - 30 bills in one go.

If the display shows :

remove a few until you see a valid reading, then continue.

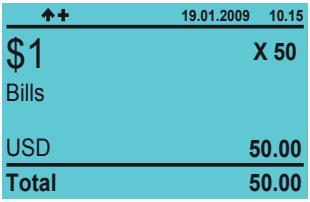
Counting Loose Bills

Press the bill ^ key until the following is displayed.



Use the bill ^ v keys to select the correct denomination for counting.

Place bills of the selected denomination on the tray. Bills should be applied in slices of up to 30 bills at a time.



The device is constantly learning, if too many bills are applied this message will be displayed.

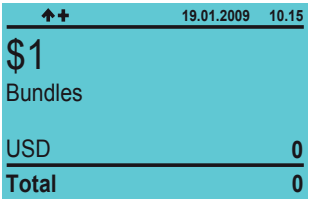
Simply remove a few bills until the message disappears, then continue adding bills to those already on the tray.

Repeat above steps for each denomination of bill. To skip a denomination, press bill ^ or v .

Counting

Counting Strapped Bills

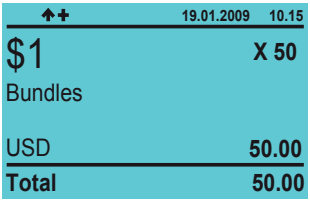
The Cashmaster will count strapped bills including; bundles and Clips.
Select Strapped Bills by pressing the bill key.



If the denomination is not the one you want, press bill or until you reach the correct one.

Place the strapped bills on the tray. The Cashmaster accepts bundles of $1, $2, $5, $10, $20, $50, and $100.

If the strapped bills are good, its value is displayed:



Repeat above steps for all strapped bills to be counted.

If a strapped bundle is suspect, the display will show :

You must open the strapped bundle and count the bills in loose bill mode.

To return to loose bill counting, press the bill key.

Totalling, Clearing & Printing

Cashmaster INTERNATIONAL

Adding

To add a value, currently on the display, to the total press the key.

Auto Adding/Scrolling

For auto adding and auto scrolling see page 12 and 13.

Subtracting

To subtract the last value added to the total, press the key while the value is still being displayed and the money is still on the machine.
For negative manual entries press key once value is entered.

Subtotals

To find out the subtotal of any denomination select the denomination required. The display will show the subtotal for the denomination shown and the number of pieces.

Clearing Sub-Totals

Select the denomination to be cleared by using and keys then press the key.

Clearing Totals

Press and hold the key until screen prompt shows “Press C key again to confirm.
To clear the totals now press the key again. To cancel clearing press any other key.

Printing

Providing a printer is connected, print the totals by pressing the key.

Note: When using the printer it is always advisable to operate the machine with the mains adapter connected.

Grams Mode

Grams Mode

Grams Mode can be used to :

1. Weigh and/or directly compare bundles of bills.
2. Check that the scale is weighing correctly by applying a weight known to be accurate.

To enter Grams Mode :

Press and at the same time.

The display will show :

If the Cashmaster drifts from 0.0g when the tray is empty, press to reset scale to zero.

To exit Grams Mode and return to normal operation :

Press and at the same time.

Note: The maximum weight the Cashmaster can weigh is 1.5kg.
Do no put any weight above this on the Cashmaster.

Troubleshooting

Mode	Message	Description
Coins		
Loose/ Rolled	Too much weight on scale	This means there is too much weight on scale, simply remove some. The Cashmaster will weigh up to a maximum of 1.5kg.
Roll	* Suspect *	Roll applied is suspect. User may leave roll on tray and select the correct denomination for the actual roll amount.
Bills		
Loose bill counting	PRESS ZERO KEY	Cashmaster has drifted from zero (usually due to draught or vibration). Ensure the tray is empty, then press on/off key.
Loose bill counting	Please remove scoop/till cup from scale	Please remove scoop/till cup from the scale User has selected a bill denomination while the cup is still on the tray. Remove the scoop/till cup.
Loose bill counting	Too many Remove some	Bills should be applied in amounts of up to 30 at a time. Simply remove a few bills until the message disappears then continue counting
Strapped	* Suspect *	Bundle applied is suspect. User must split bundle and count in loose bill mode.
Misc		
	High vibration lockout	Check that the Cashmaster is placed on a level surface and away from draughts (e.g. air conditioning or fan).
	Battery low	Plug machine into power supply to recharge battery.
	Print timeout	Ensure that printer is switched on and properly connected to the scale before retrying.
	Scale is below minimum weight!	Indicates that the tray has not been placed correctly. Ensure tray is pushed firmly into the Cashmaster.

FAQ's

How do I clear sub totals?

Select the desired denomination and press key once.

How do I clear grand totals for one till?

From the count screen hold down the key until the confirmation is displayed. Press the key again to confirm and clear.

How do I clear grand totals for all tills?

From the main screen hold down the key until the confirmation is displayed. Press the key again to confirm and clear.

How do I switch currencies?

Press both keys simultaneously to scroll through multicurrency options, stopping at the desired currency.

How do I access/leave Grams Mode?

Press simultaneously the key and the key.

How do I update the firmware?

1. Ensure that the machine is turned off.
2. Remove cover located to the left underneath the machine.
3. Insert the SD card in slot marked "SD-CARD".
4. Connect the machine to the power adapter.
5. Press and hold down the key for approximately 10 seconds
6. The serial number will be displayed.
7. Press the keys simultaneously and the update will commence, please allow up to 2 minutes for prompt to remove the SD card.
8. Remove the SD card.

The SUSPECT ROLL message displayed

Roll applied has a suspect weight – select the correct denomination by using the arrow keys.

What is the maximum weight the machine can weigh?

1.5kg.

What do I do if my printer does not work?

1. Ensure printer is connected to machine
2. Ensure printer has power
3. Ensure printer is loaded with paper
4. Ensure paper grip lever is in downward position

How do I change the contrast on the screen?

Press the F and C key simultaneously and press either ^ or v to increase or decrease contrast respectively.

What are the typical "full" Strapped/Rolled quantities?

Strapped Bill Quantities

Denomination	Type	Quanity
100$	Bundle	10, 20, 25, 50, 100
	Clip	10
50$	Bundle	10, 20, 25, 50, 100
	Clip	10
20$	Bundle	10, 20, 25, 50, 100
	Clip	10
10$	Bundle	10, 20, 25, 50, 100
	Clip	10
5$	Bundle	10, 20, 25, 50, 100
	Clip	10
2$	Bundle	10, 20, 25, 50, 100
	Clip	10
1$	Bundle	10, 20, 25, 50, 100
	Clip	10

Rolled Coin Quantities

Denomination	Type	Quantity
100c	Roll	-
50c	Roll	-
25c	Roll	40
10c	Roll	50
5c	Roll	40
1c	Roll	50

The Roll quantities are default from factory settings that the cashmaster will recognise automatically. For Rolls outwith these quantities the user is required to select the denomination manually using the coin up/down keys.

For all other problems or issues contact our Customer Support (toll free) on:
1 - 877 - CASHMAS

Technical Specification

Cashmaster Sigma 170 Specification

Weight	**1.2kg**
Dimension	**162mm (W) x 188mm (H) x 282mm (D)**
Load Capacity	**1.5kg**
Power Supply	**Mains adapter 12V 2.5A**
Power Indication LED red:	**Powered from mains, battery charging**
LED Green:	**Powered from mains, battery fully charged**
LED flashing red/green:	**Very low battery and charging**
LED off:	**Power from battery only**
Battery Type	**LiPo 7.4V 1250mAh**

Customer support (toll free): 1- 877- CASHMAS

serviceusa@cashmaster.com

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For all Customer Support/Warranty issues please contact our Customer support (toll free) on: 1 - 877 - CASHMAS

Declaration of Conformity

EC Declaration of Conformity

Cashmaster Sigma models manufactured in Scotland, Rosyth are in conformity with the provisions of the following European Directives:

89/336 and 93/68/EEC Electromagnetic Compatibility Directive
73/23 and 93/68 /EEC Low Voltage Directive

FCC Compliance Statement

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circut different from the one which the receiver is connected to.
- Consult the dealer or an experienced radio/TV technician for help.

You are cautioned that changes or modifications not expressly approved by the party responsible for compliance could void your authority to operate the equipment.

Approvals

ISO9001:2000

N13203

Complies to EU Directive, 2002/95/EC

RoHS 2002/95/EC

Complies with EU Directive 2002/96/EC on the restriction of hazardous substance in electrical & electronic equipment

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Signed for Cashmaster Ltd

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Bill Hamilton
Technical Director

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